

FINAL



WEARE BOARD OF SELECTMEN
MEETING MINUTES
August 29, 2005

PRESENT: LAURA BUONO CHAIRMAN; LEON METHOT, VICE CHAIRMAN; HELEEN KURK, SELECTMAN; DONNA M. OSBORNE, SELECTMAN; JOSEPH M. FIALA, SELECTMAN

TOWN ADMINISTRATOR: Gregory C. Begin, Interim

RECORDING SECRETARY: Cherry Palmisano

GUESTS: Frank Campana, George Malette, Forrest Esenwine, Ginger Esenwine, Carl Knapp, Matt Thomas, Marge Burke, Paul Levandowski, Margo McLeod, Mary Thomas, Jeff White, David Erikson, Richard Butt, Christine Tyrie

6:32 p.m. Chairman Laura Buono called the meeting to order.

1. PUBLIC PARTICIPATION – Mrs. Margo McLeod spoke regarding the boundary markers for the Town of Weare which need to be identified every (7) years, and this is the seventh year since the last boundary identification was done. Margo McLeod normally has taken responsibility for this undertaking and wants the Board's go ahead to begin the process for this year.

- Francestown – 5 markers, 3 with problems
- Henniker – 8 markers, 2 with problems
- Hopkinton – 8 markers, 4 with problems
- Deering – 7 markers
- Dunbarton – 7 markers, 3 with problems
- New Boston – 10 markers, 3 with problems
- Goffstown – 3 markers, 2 with problems

It was discussed Selectman Kurk and Selectman Fiala will go with Mrs. McLeod to check the markers.

Mr. Dick Butt asked the Board if the requested \$30,000 to relocate the center station that was on the warrant, included the cost at the time to remove the station and relocation of the well. Mr. Butt asked what the estimated cost of the well was. Vice Chairman Methot said the existing well will supply one resident and the school will supply the town - this will cost \$10,000 and the remaining will go back into the General Fund. Vice Chairman Methot stated the school would take care of the well. Mr. Butt asked if the remaining balance goes back into the General Fund and asked if the remaining balance could go to purchasing a new vehicle for the Town Code Enforcement Officer instead of going back into the General Fund. If this was not possible, Mr. Butt asked the Board if they could go to DRA and request emergency funds to replace the vehicle. Mr. Butt feels waiting another year for the voters to approve this would take too long and he is personally embarrassed by the vehicle used throughout the town. Mr. Butt is asking the Board to consider either of the two options and feels if the money is available then it is worth a try to request expending the funds from DRA. Selectman Kurk said in talking with Mr. Meany that he really hopes that the voters approve a new vehicle but he will try to make it

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work throughout the winter. Selectman Fiala commented on comments made in the past by Frank Campana in requesting emergency funds from DRA. Selectman Fiala agrees that we need the vehicle but is not sure that it is an emergency situation to justify requesting emergency funds. Vice Chairman Methot stated these are not restricted funds so would it be possible to expend these funds for a vehicle for the Code Enforcement Officer. Vice Chairman Methot feels they would not approve it because it was defeated on Article 29 in the past but can't be positive. Selectman Osborne informed the Board that the current vehicle could not pass inspection.

Mr. Campana commented on the Library submitting their preliminary budget for 2006 and asked the Board if they have a criteria/percentage for all departments' budgets. Chief Begin stated short of the electric, gas, and propane he requested all departments to submit a budget with a zero percent increase other than uncontrollable lines.

Mr. Campana requested a date for the overlay to offset taxes. Chairman Buono said they are still waiting for the date.

Mr. Campana feels this is an excellent opportunity to approach DRA for the replacement of this vehicle. Mr. Campana feels the Board has a good shot and that the Department of Revenue doesn't care of the past history of the acceptance or denial of a warrant article. Selectman Fiala asked Mr. Campana how he really feels and what is he really asking the Board to do. Mr. Campana said the Board should try to request emergency funds from DRA.

Mr. Campana asked the Board if there will be a default budget this year and if the Board is going to look into part time and full time employees and how it goes into the budget. Mr. Campana would like to see something done and is there going to be an intention into the operating budget. Chairman Buono said they haven't changed any positions but if this happens it could be considered default. Mr. Campana referred to the police hourly line of \$44,000 in default and \$44,000 in operating budget and the fact that no one ever caught this and wonders how you could have the same amount in the default and the operating budget. Mr. Campana asked the Board to please attempt to know what is legitimate in the operating budget.

2. PUBLIC HEARING – For the purpose of hearing public testimony and comment on the transfer of one parcel of land, known as Tax Map 203-101 to the Weare School District.

Chairman Buono opened the public hearing at 7:00 p.m.

Chairman Buono said according to Judy Rogers and the deed which goes back to 1938 the firehouse and the parking lot are one parcel. Superintendent Christine Tyrie said the school will be built between Route 114 and the current school. The parcel in question consists of the Fire station property down to the William's property. This is the process that they need in order to transfer this parcel. Selectman Kurk stated her concern for the open space and wasn't sure why the prospect of East Street being open space was taken off the plan so quickly. Selectman Kurk feels this would help with people feeling more comfortable with open space. Selectman Kurk asked why the school could not have been turned to give a feeling of more open space. Ms. Tyrie stated the abutter's property line was much further than they thought when they found this out so it made more sense to move the school closer to East Street. The School Board moved the parking lot to the back leaving more green space to help with some peoples concerns for the open space in the front. Ms. Tyrie stated it was a matter of a design that worked best for the students and the landscape of the land along with the slope. Mr. Paul Levandowski said the school service entrance was the concern as to why the main traffic flow could not be there. Selectman Kurk would appreciate the School Board having another conversation with Carl Knapp on the main entrance and looking at all options and she would like to hear his comments on this situation. Mr.

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Levandowski stated the situation changed since the previous conversation with Mr. Knapp. Mr. Levandowski stated they couldn't turn the building because that would mean knocking down the white building before the school is built. Mrs. Marge Burke stated the Department of Education gave them a waiver because technically the land is not big enough and part of the reason they got the waiver was because they liked the way they handle the traffic flow and keeping the traffic away from the students. Selectman Osborne asked how close the gazebo will be to the new school. They said just as close as the fire station is now.

Mr. Forrest Esenwine asked the size of the lot the gazebo is on. Chairman Buono replied the lot is a little less than 1.25 acres. The lot that is in question is just a little over a half acre. Discussion of the size of the lot and the total acreage was determined to be 14.25 acres for the school lot. The lot they want transferred is the current fire house, parking lot and ball field. The pipes for drainage will be underground.

Mr. Carl Knapp wasn't sure of what stage the school is in and how final it is. Mr. Knapp stated he would be interested in having further discussion about the road change. Mr. Levandowski stated the Department of Education really liked the way that the traffic flow was designed. Mr. Knapp stated he would still like to review it again.

Mr. Frank Campana stated as one of the minority that didn't vote for the school he would encourage the Board to approve the transfer and feels all the people involved in the planning of the new school did a great job in working on this process. Mr. George Malette agreed with Mr. Campana.

Chairman Buono closed the public hearing at 7:21 p.m.

Chairman Buono moved, Vice Chairman Methot seconded to convey tax map lot number 203-102 to the School District. Passed 4-1-0 Selectman Kurk opposed.

3. MANIFESTS

Chairman Buono moved, Selectman Kurk seconded, to authorize the Board of Selectmen to sign Manifest and order the Treasurer to sign checks dated September 1, 2005. Passed 5-0-0.

Accounts payable	\$564,574.95
Gross Payrolls	<u>\$26,114.94</u>
Total	\$590,689.89

Vice Chairman Methot moved, Selectman Kurk seconded to have the Chairman sign the Cobra Administrative Agreement and Retirement Agreement. Passed 5-0-0.

Selectman Fiala said the Old Home Day was very nicely done.

4. PUBLIC HEARING – For the purpose of receiving \$22,471.56 (for Disaster #3207) and \$26,281.34 (for Disaster #3211) from the Federal Emergency Management Agency for (2) past snow emergencies and apply these amounts to the Weare Department of Public Works budgets.

Chairman Buono opened the public hearing at 7:30 p.m.

Mr. Carl Knapp stated these were grants that they applied for which became available for storms in January and in March and these 2 storms took a very big portion of the budget. Mr. Frank Campana asked if that money goes right into Mr. Knapp's budget and he is able to use it. Chairman Buono said what these grants do is replenish about 75% of what they already had to expend for these storms. Mr. Campana asked how this affects

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the budget process for the upcoming year and is unsure of how this works into the budget process because now this money goes back into the budget. The actual expenditures will actually be normal as to what the actual expense was. Chairman Buono said these grants bring the budget back to what is normal for the year. The FEMA money will show up as revenue. Mr. Campana just wants to make sure that there is some differentiation as to how this line got expended and then built back up. Mr. Forrest Esenwine stated that Mr. Campana's comments were well-founded. Mr. Esenwine questioned that the budget they are currently working on as of now is over budget but this revenue will help to put the budget back to where it needs to be. It was discussed that this money cannot be applied for until you have spent the money and the government declares a disaster and then you can apply for it and you have to prove that the money was already expended and how it was expended.

Chairman Buono closed the public hearing at 7:45 p.m.

Chairman Buono moved, Vice Chairman Methot seconded to apply \$22,471.56 for Disaster #3207 and \$26,281.34 for Disaster #3211 to the Public Works Department. Passed 5-0-0.

5. AFLAC INSURANCE DISCUSSION – Mr. Jeff White distributed paperwork to all the Board members. Mr. White stated Aflac has portable benefits which can be run through the existing 125 benefit that the town already has. Aflac pays in cash things that your insurance doesn't pay for in case of an accident i.e., lights, mortgage, food. Aflac pays claims extremely quickly and their products are all voluntary. Their accident policy covers on the job or off the job. Aflac's Managed Indemnity Plan pays whatever the insurance doesn't. Aflac has an accidental death or dismemberment benefit as well as a wellness benefit which reimburses you with a \$60.00 check every 6 months. All of these policies can be purchased individually. Whatever age the person buys the plan for, the prices never change. Mr. White said that \$10-12 a week covers everything that your health insurance doesn't – that's what they are designed to do. Off the job accidents get paid from day one. Aflac pays for the whole disability in advance not just one week at a time. Life insurance 10 year term spouses and kids or cash value - price depends on age smoke/no smoke. Aflac feels people should not need to worry about money when they are trying to get better. Covers experimental treatments. Internal cancers they pay, second opinions they will give you \$300. Aflac offers a plan for Dental and Vision. Chairman Buono stated that the town offers plans through Colonial and wondered how much does Aflac cost. Aflac for the same amount provides more benefit. Mr. White has done the comparisons and feels that Aflac has no competition in what they can offer for the cost. Aflac pays more money on their claims. Mr. White stated most pre-existing conditions are guaranteed issues with dental guaranteed. If an employee leaves their current employer they can take the plan with them. In 50 years Aflac has never raised their rates. If they have an old contract they can stay with it or they can opt to go to the updated policy. It was discussed that there are 54 town employees, there is no cost to the town, all done through payroll deduction, and they will coordinate billing according to pay cycle. The Board all agreed that all town employees need to take a look at this option to see if they are interested in signing up.

6. APPOINTMENTS – Selectman Kurk stated the Ethics Committee is up and running. Debra Moore would like to be appointed to the committee.

Selectman Kurk moved, Vice Chairman Methot seconded to appoint Debra Moore to the Ethics Committee. Passed 5-0-0.

Chairman Buono moved, Selectman Kurk seconded to appoint Valerie King to PARC for a 3 year term. Passed 5-0-0.

Selectman Kurk spoke with Jim Thompson from the Economic Development Committee who recommended George Malette.

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Chairman Buono moved, Selectman Kurk seconded to appoint George Malette to the Economic Development Committee for 3 years. Passed 5-0-0.

A letter was received from Paul Morin requesting that Mike Palmisano become a full member of the Planning Board instead of an alternate and Steve Lehmann an alternate instead of a full member.

Selectman Kurk moved, Vice Chairman Methot seconded to appoint Mike Palmisano to the Planning Board as a full time member and Steve Lehmann to the Planning Board as an alternate. Passed 5-0-0.

Mr. David Erikson asked if there was enough diversity on the Planning Board. Chairman Buono said the Planning Board is working very well and feels that the knowledge and background is working well. Selectman Kurk stated it is well represented.

Selectman Kurk stated committee members should be updated for the webmaster. Merry Rice has this updated and it needs to go over to the web page. Chairman Buono said they have stepped away from swearing volunteers in but feels that this should be done. In the past the Town Administrator had asked to make it a policy to swear in everyone that has been appointed by the Board. Selectman Kurk asked if they want to swear in short time committee members as well. Chairman Buono stated that this is a paper trail for the Town to keep track of who was appointed and when they were appointed. Selectman Kurk said on the flip side what will happen when someone volunteers for a committee but does not attend the meetings. This will also serve as a mechanism to disappoint a member if this needs to be done. Chairman Buono stated she would like to have this process done from now on. It was discussed that there will be a standard form prepared to keep all appointments consistent. A Committee member can be sworn in by any Selectman or by Evelyn Connor. Mr. Malette informed the Board there is a 6 day time frame from when you appoint someone to when they must be sworn in. Mr. Erikson as a new member of the Ethics Committee would be interested in reviewing the wording for the swearing in.

7. DISCUSSION WITH REGARD TO OVERLAY AND FUNDS TO BE RETURNED TO OFFSET TAXES – Chairman Buono said they are having this discussion to determine how much funds will be returned to offset taxes. Chairman Buono also said they are coming into a tax year that they expect an increase in the tax rate next year. Chief Begin stated they might want to wait to have this discussion once the 2004 audit is complete. Chairman Buono stated they don't need to have a final number tonight but they need to start discussing the issue. Vice Chairman Methot said he was looking at how much was put into overlay last year. Selectman Fiala stated he would like to see how the surplus falls into the recommended range of 7-8%. Chairman Buono said there are several towns that have set standards as to what percentage they need to fall within. Chairman Buono feels it would be beneficial to have this in place so that the taxpayers know what is needed to keep in reserve. Selectman Kurk asked what the town percentage has been over the past years. Vice Chairman Methot said 7-8 %. Selectman Kurk asked how the overlay account has been affected by the elderly and war service credit. Vice Chairman Methot said that \$31,000 was put into overlay last year. Chairman Buono stated the overlay amount has been consistent throughout the years. Chairman Buono said she wanted this discussion on the agenda so that all Board members can start thinking about the amount they have in their minds to put into overlay.

8. MEETING MINUTES

Chairman Buono moved, Selectman Kurk seconded to accept the Meeting Minutes of July 18, 2005 as amended. Passed 5-0-0.

Chairman Buono moved, Selectman Kurk seconded to accept the Meeting Minutes of August 1, 2005 as amended. Passed 5-0-0.

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Chairman Buono moved, Selectman Kurk seconded to accept the Meeting Minutes of August 15, 2005 as written. Passed 3-0-2. Vice Chairman Methot and Selectman Fiala abstained.

9. ADMINISTRATIVE REPORT

Chief Begin told the Board he had a discussion with Will Ottery regarding the air conditioner unit in the cable room not working properly. Vice Chairman Methot discussed that the funds could possibly come out of the Government Building Maintenance Fund. Chief will ask Malcolm Wright to handle this.

Chief Begin will put together requests for bids for #2 fuel oil.

Chief Begin told the Board Mr. Gene Bilodeau from the Town Administrator Search Committee would like to meet with the Board on September 19, October 17 and December 12, 2005 in non public. The Board discussed holding a work session but it cannot be held in non public. Chief Begin will contact the Committee to discuss reasoning for requesting non public meetings.

Chief Begin mentioned to the Board they received a letter from Joanna Lemire on Hejo Road thanking the Fire Department for their assistance and professionalism in handling a situation at her home.

Chief Begin prepared a voucher to the Trustees of the Trust Funds to transfer funds from the Chase Park maintenance and the overhangs for the doors at the firehouse that were already approved.

Chief Begin informed the Board the balance of the Fire Department Communications Fund is \$12,727.98.

10. CORRESPONDENCE

Selectman Kurk stated there needs to be a stronger set-up to let people know about the town office room's usage, town hall sign and the town hall usage procedures as well as the gazebo sign and usage procedures.

The town hall key needs to be picked up with Merry Rice in the Selectmen's Office and there is a \$10.00 deposit required which will be returned to you when the key is returned.

The Cable Committee now has an answering machine for people who would like to comment on the cable channel if you would like to leave a message please call 529-7527.

The Board discussed Malcolm Wright would like to divide maintenance from cleaning in the budget.

It was discussed the Colburn's own the Lakeview Fire Station not the town so the town will no longer be carrying insurance on this building.

Selectman Kurk stated a Committee needs to be formed for the Mildred Hall request. Mr. George Malette, a Director of the Historical Society for 4 years, said there needs to be a 3 member group made up. This group should consist of members of the Historical Society and they need to make recommendations of who they would like to have on that committee.

Selectman Kurk reminded the Board of Tina Pelletier's need for a new computer monitor which will cost \$259.00. Vice Chairman Methot asked if she has money in her budget to replace the monitor. It was discussed Ms. Connor needs to look in her budget and see where she can get the money from.

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Chairman Buono stated at the last meeting the Board met with Paul King regarding the position of Emergency Management Director. Mr. King lives in Manchester and has helped with other towns as well in establishing Emergency Plans. The town does not have a hazard mitigation plan and he will be looking to put this together.

It was discussed the Code Enforcement Officer, Chip Meany, has requested to change his secretarial position from part time to full time. Vice Chairman Methot spoke with Mr. Meany stating it could only be done temporarily. Mr. Meany said the money could come out of the Assessing budget. Vice Chairman Methot stated part of the discussion was should the town pay Avitar for the data entry instead of doing it in-house. Chairman Buono stated she was hired as the Building Department Secretary and if we bring her on temporarily to do the data entry in the Assessing Department then why do we need to give her benefits of health insurance and retirement. Chairman Buono questions if this is something we can do without offering her benefits. It was determined Chief Begin will ask Local Government Center if they are required to offer Health Insurance if this is a temporary assignment.

Vice Chairman Methot stated he spoke with Evelyn Connor setting the Deliberative Session for Saturday, February 4, 2006 at 10:00 a.m.

Selectman Osborne mentioned a criminal check must be completed for anyone over the age of 18 for PARC. The criminal background check will cost \$10.00 and the town will reimburse PARC.

Selectman Osborne asked if everyone signed the Local Government Center municipal volunteer award form.

Selectman Osborne started a discussion on the Special Election and mentioned it would cost approximately \$6,000 and asked the Board about meeting with the Goffstown Selectmen. It was discussed it would be best to have one or two Board members present at the September 12, 2005 Goffstown Selectmen's meeting at 6:00 p.m. It was decided Selectman Kurk and Selectman Fiala would both attend.

Chairman Buono moved, Selectman Osborne seconded to approve the Non Public Meeting Minutes of August 15, 2005 (e) and (b). Passed 3-0-2. Vice Chairman Methot and Selectman Fiala abstained.

Chairman Buono moved, Selectman Osborne seconded to approve the Non Public Meeting Minutes of August 1, 2005 (a) and (b) and July 18, 2005 (e). Passed 5-0-0.

Chairman Buono moved, Vice Chairman Methot seconded, to enter into nonpublic session @ 9:50p.m. pursuant to the authority granted in RSA 91-A:3II(e) for a legal issue. A roll call vote was taken. Vice Chairman Methot - yes; Selectman Osborne - yes; Selectman Kurk - yes; Selectman Fiala - yes; Chairman Buono - yes. Passed 5-0-0.

11. ADJOURNMENT

A True Record.

Cherry Palmisano, Recording Secretary